

Terms of Reference

Operational Excellence Working Group

Introduction

The Global Partnership for Zero Leprosy (GPZL) was launched in January 2018 by the World Health Organization (observer), the International Federation of Anti-Leprosy Associations, the Sasakawa Memorial Health Foundation the International Association for Integration, Dignity and Economic Advancement (IDEA) and the Novartis Foundation. Its leadership team includes these partners as well as the leaders of the national leprosy programs of Brazil, Ethiopia and India, the International Leprosy Association, the U.N. Special Rapporteur for Leprosy and a representative of the academic community. The GPZL secretariat is hosted at the Task Force for Global Health.

The GPZL envisions a world without leprosy: no disease, no disability, no discrimination and no stigma. The GPZL aims to facilitate alignment of the leprosy community and accelerate effective collaborative action towards zero leprosy.

To facilitate this, three working groups have been established: The **Research Agenda Working Group**, which will align a prioritized research agenda; the **Operational Excellence Working Group** which will support countries in developing best practices towards zero leprosy; and the **Resource Mobilization and Advocacy Working Group**, which will support the other two groups in advocacy and fundraising for additional scientific and operational investment. These complementing groups work closely together in their efforts to reach Zero Leprosy.

Objective of the Operational Excellence Working Group

The objective of the Operational Excellence Working Group is to foster the promotion, development, use, scale-up, monitoring, and evaluation of best practices and promising innovations in national leprosy control programs to move them forward along a continuum to zero leprosy. In 2019, the group will co-develop:

1. An assessment tool for country capacity to identify key opportunities and gaps to zero leprosy.
2. A visioning template that allows countries to envision a comprehensive strategy leading to zero leprosy.
3. A toolkit, with modules that support capacity building for priority gaps. These tools, with technical assistance and funding, will support capacity building for identified gaps and the implementation of new innovations.

General considerations for the group are firstly, the uniqueness of each country, spanning a continuum from least-to-most capacity and from high-to-low endemic. Each country has different needs and will require different solutions. Secondly, the 'running train effect' meaning GPZL does not operate from zero but recognizes that countries and organizations have already demonstrated great initiatives, best practices and innovations. The Operational Excellence Working Group will take these developments into account to build upon and facilitate sharing of these practices. Where possible the group will align with available opportunities such as the WHO guidelines, the NTD community's guiding instruments (such as the action framework), and ILEP manuals and guides (e.g., social inclusion).

Tasks of the Operational Excellence Working Group

The Operational Excellence Working Group engages leprosy program managers and other practitioners from various countries that have ‘their feet in the field’ and are interested to use their expertise and knowledge to:

- Help design an assessment tool and visioning template that will be effective and useful for national program directors
- Help develop an inventory of current best practices, evidence and useful instruments that will be displayed and made accessible on a digital platform
- Contribute to the GPZL help desk that supports the digital platform and offers technical support based on needs from the users of the platform
- Participate in peer-to-peer national leprosy program assessments to identify the achievements, challenges and needs
- Support the development of National Leprosy Program Improvement Plans (Road Map to Zero Leprosy) with clear priorities and measurable targets

Sub-themes

The work will be organized around the following five sub-themes:

1. Identification of people at risk of leprosy & prevention of leprosy in the population at increased risk/
How can Post Exposure Prophylaxis (PEP) best be implemented in a country.
2. Sustaining early detection of leprosy disease and measures when reaching zero leprosy
3. Effective prevention and treatment of disability during and after antimicrobial treatment
4. Effective reduction of stigma and discrimination
5. Operational capacity (cross cutting theme) with human resources, health finance, M&E, policy

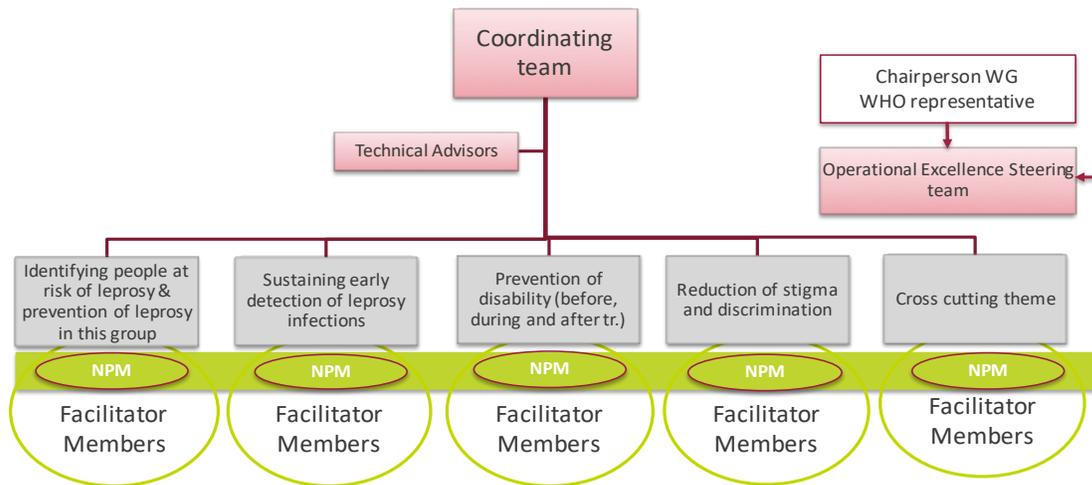
Structure and Membership

The Operational Excellence Working Group will be led by the Operational Excellence Steering Team, comprising of five National Leprosy Program Managers, who will be the chairs¹ of the five sub-groups, and supported by five facilitators², who have worked in the leprosy field for a substantial number of years. These ten people come from a wide diversity of leprosy endemic countries. The Operational Excellence Steering Team will be further strengthened by a representative of the WHO and the Chairman of the Operational Excellence Working Group (See figure 1). Other members, from public, private and NGO sectors, will have field experience in any of the themes and are motivated to contribute their expertise and experiences. Members also include people affected by leprosy. Members will take active part in the assignments of the sub-groups.

¹ Terms of References of this position is available and can be found on the GPZL website, zeroleprosy.org.

² Terms of References of this position is available and can be found on the GPZL website, zeroleprosy.org.

Operational Excellence working group structure



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Figure 1 Organizational Structure

Terms of appointment

The appointment of all members is initially for a year. Assignments for the sub-groups are clearly communicated and agreed with the OEWG Coordinator, with set timelines and measurable indicators³.

Decision-making

The Operational Excellence Working Group is led by the Operational Excellence Steering team, who will make the decisions. Within the steering team decisions will be by consensus. Each sub-group is led by the chair and facilitator, who will make the decisions in the sub-group. If a vote is required, each work group member will have one vote with a simple majority rule.

Coordination

The senior Working Group coordinator will provide expertise and lead the coordination for the group's outputs, working with the Chair and the Secretariat to facilitate the group through an online platform and regular communications, including email, teleconferences and a meeting.

³ GPZL Milestones document

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